



THE SECRETARY OF HEALTH AND HUMAN SERVICES
WASHINGTON, D.C. 20201

CHARTER

ADVISORY GROUP ON PREVENTION, HEALTH PROMOTION, AND INTEGRATIVE AND PUBLIC HEALTH

AUTHORITY

Authority to establish the Advisory Group on Prevention, Health Promotion, and Integrative and Public Health (hereafter referred to as "the Advisory Group") was given under Executive Order 13544, dated June 10, 2010, in accordance with Section 4001 of the Patient Protection and Affordable Care Act, Public Law 111-148. The Advisory Group was terminated on September 30, 2012. Authority for the Advisory Group to be re-established has been given under Executive Order 13631, dated December 7, 2012. The Advisory Group is currently operating under the authority given in Executive Order 13708, dated September 30, 2015. The Advisory Group is governed by provisions of the Federal Advisory Committee Act (FACA), Public Law 92-463, as amended (5 U.S.C. App.), which set forth standards for the formation and use of advisory committees.

OBJECTIVES AND SCOPE OF ACTIVITIES

The Advisory Group is established to provide recommendations and advice to the National Prevention, Health Promotion and Public Health Council (hereafter referred to as the "Council"). The Advisory Group shall provide assistance to the Council in carrying out its mission.

DESCRIPTION OF DUTIES

To accomplish its objective, the Advisory Group shall develop policy and program recommendations and advise the Council on lifestyle-based chronic disease prevention and management, integrative health care practices, and health promotion. In conjunction with its objectives and to support the mission of the Council, the Advisory Group may develop policy and program recommendations and provide advice to the Council on:

- (1) prevention, wellness and health promotion practices, the public health system, and integrative health care in the United States;
- (2) periodic review of the National Prevention Strategy to incorporate the most effective and achievable means of improving the health status of Americans and reducing the incidence of preventable illness and disability in the United States;
- (3) the most pressing health issues confronting the United States and changes in federal policy to achieve national wellness, health promotion, and public health goals, including the reduction of tobacco use, sedentary behavior, and poor nutrition; and

Advisory Group on Prevention, Health Promotion, and Integrative and Public Health

- (4) proposed evidence-based models, policies, and innovative approaches for the promotion of transformative models of prevention, integrative health, and public health on individual and community levels across the United States.

AGENCY OR OFFICIAL TO WHOM THE COMMITTEE REPORTS

The Advisory Group reports to the Surgeon General of the United States Public Health Service (hereafter referred to as the "Surgeon General").

SUPPORT

The Advisory Group is established within the Department of Health and Human Services (HHS). HHS shall provide funding and administrative support for the Advisory Group to the extent permitted by law within existing appropriations. Management and support services provided to the Advisory Group will be the responsibility of the Office of the Assistant Secretary for Health. The Office of the Assistant Secretary for Health is a staff division within the Office of the Secretary.

ESTIMATED ANNUAL OPERATING COST AND STAFF YEARS

The estimated annual cost for operating the Advisory Group, including reimbursement for travel expenses incurred by the members to conduct official business, but excluding staff support, is \$168,000 estimated annual person-years of staff support required is 1.0 at an estimated annual cost of \$98,909.

DESIGNATED FEDERAL OFFICER (DFO)

The Designated Federal Officer for the Advisory Group will be selected by the Surgeon General from among staff within Office of the Surgeon General or another organizational component within the Department of Health and Human Services. In the event that the DFO cannot fulfill the assigned responsibilities for the Advisory Group, then the Surgeon General will temporarily select one or more permanent full-time or part-time program staff from the immediate Office of the Surgeon General or another organizational component within the Department of Health and Human Services to carry out the assigned duties.

The DFO will schedule and approve all meetings of the Advisory Group and any respective subgroups that are to be held. The DFO will prepare and approve all meeting agendas; development of the meeting agenda can be done in collaboration with the leadership for the Advisory Group. The DFO or designee will attend all meetings of the Advisory Group and any respective subgroups. The DFO also has authority to adjourn meetings, when it is determined to be in the public interest, and can be directed by the Surgeon General or designee to chair meetings of the Advisory Group.

ESTIMATED NUMBER AND FREQUENCY OF MEETINGS

The Advisory Group shall meet, at a minimum, two times a year, depending upon the availability of funds to support meetings. Meetings will be open to the public, except as determined otherwise by the Secretary or other official to whom authority has been delegated, in keeping with the guidelines under Government in the Sunshine Act, 5 U.S.C. 552b(c). Notice of all meetings will be given to the public in the *Federal Register*. Meetings will be conducted and records of the proceedings will be kept, as required

Advisory Group on Prevention, Health Promotion, and Integrative and Public Health

by applicable laws and Departmental policies. A quorum of not less than one-half of the membership is required for the Advisory Group to meet to conduct business.

When it is determined by the Secretary, or other official to whom authority has been delegated, that a meeting will be closed or partially closed to the public, in accordance with stipulations of Government in the Sunshine Act, 5 U.S.C. 552b(c), then a report will be prepared that includes, at a minimum, a list of the members and their business addresses, the Advisory Group's functions, date and place of the meeting, and a summary of the Advisory Group's activities and recommendations made during the fiscal year. A copy of the report will be provided to the Department Committee Management Officer.

DURATION

There is a continuing need for the Advisory Group; however, it is subject to terminate pursuant to Executive Order 13708, dated September 30, 2015.

TERMINATION

Unless extended by the President, the Advisory Group will terminate on September 30, 2017. Unless renewed by appropriate action, the charter will expire two years from the date this charter is filed.

MEMBERSHIP AND DESIGNATION

The Advisory Group shall be composed of not more than 25 non-federal members to be appointed by the President. In appointing members, the President shall ensure that the Advisory Group includes a diverse group of licensed health professionals, including integrative health practitioners who have expertise in (1) worksite health promotion; (2) community services, including community health centers; (3) preventive medicine; (4) health coaching; (5) public health education; (6) geriatrics; and (7) rehabilitation medicine. The Surgeon General shall select one of the appointed members to serve as Chair of the Advisory Group.

The terms of the members shall be determined by the President. Terms of more than two years are contingent upon renewal of the Advisory Group by appropriate action prior to the termination of the charter established for the Advisory Group. The appointed non-federal members of the Advisory Group are classified as special government employees (SGEs) and are subject to government ethics rules. Members shall receive no stipend from the federal government for the services they perform during their tenure on the Advisory Group. Members, however, shall receive reimbursement for any applicable travel expenses incurred, including per diem, as authorized by law under 5 U.S.C. 5701-5707, for persons who are employed intermittently to perform services for the federal government, consistent with the availability of funds.

SUBCOMMITTEES

With approval of the Surgeon General or designee, the Advisory Group may establish subcommittees to provide assistance in carrying out work associated with the mission of the Advisory Group. The established subcommittees may be composed of members of the Advisory Group and/or non-member special consultants. The established subcommittees may consider issues in accordance with the charge of the Advisory Group, and shall make reports to the Advisory Group for consideration, as appropriate. The

Advisory Group on Prevention, Health Promotion, and Integrative and Public Health

The established subcommittees may not report directly to the Surgeon General or another federal official unless there is specific statutory authority for such reporting. The DFO or designee shall be present at all meetings of the established subgroups.

The Department Committee Management Officer will be notified upon establishment of each subgroup, and will be provided information regarding the name of the subgroup, function, membership, costs, and estimated frequency of meetings.

RECORDKEEPING

Records of the Advisory Group and any respective subgroups will be handled in accordance with General Records Schedule 26, Item 2 or other approved agency records disposition schedule. These records will be available for public inspection and copying subject to the Freedom of Information Act, 5 U.S.C. 552.

FILING DATE:

JAN 18 2017

APPROVED:

JAN 18 2017
Date

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